



CITY MANAGER'S **UPDATE**

Monthly report to the City of Annapolis City Council

JULY 2017

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Performance Measures

Police Calls and Service Times

Month	2014	2015	2016	2017
January	2894	2571	2673	2748 + 723 fc
February	2714	2422	2585	2336 + 421 fc
March	2885	2714	2884	3557 + 504 fc
April	3005	2808	2925	2736 + 462 fc
May	3197	2961	3089	3050 + 609 fc
June	3161	3059	3096 +630 fc	3067 + 706 fc
July	3515	3076	2945 +495 fc	3370 + 328 fc
August	3280	3064	2824 + 209 fc	
September	3129	2892	2689 + 404 fc	
October	3158	2805	2813 + 615 fc	
November	2763	2871	2502 + 616 fc	
December	2551	2512	2579 + 608 fc	
TOTAL	36,252 99.3 / DAY	33,755 92.4 / DAY	37,181 (33,604w/o fc) 101.6/ DAY	24,617 (15,381w/o fc) 116.1/ DAY

* NOTE: Calls for Service listed here, separate frequent checks from all other calls for service. There are 3,753 frequent checks to date for 2017.

The following is a synopsis of the Communications Section activity for **July 2017**.

Call Center Activity

The communications section processed **3698** calls for police service. This is an average of **119.2** calls per day. *(Note that 328 cfs were for Frequent Checks)* The prior month of June 2017 totaled 3773 calls for an average of 125.7 calls per day.

The communications section processed **7,993** telephone calls through the center totaling **9.209** talk minutes. Average number of telephone calls per day was **258**. Emergency 9-1-1 calls totaled **998**. Telephone calls for the prior month of June 2017 totaled 7573 for an average of 252 per day. June 911 calls were 873.

July Average Emergency Response Time: 2:15

June- 1:45 May- 2:05 Apr- 1:45 Mar- 1:56 Feb- 2:11 Jan- 1:27 Dec- 1:18 Nov- 1:42 Oct- 2:43
Sep-2:40 Aug-2:11 July-1:30 June-1:44 May- 2:03

Crime

July Totals

Crime	Murder	Rape	Rob Arm	Rob NWU	Agg Aslt	Burg-Res	Burg-Non	Larc	M/V	Total
July 17	0	1	3	2	5	8	2	71	1	93
July 16	1	0	2	0	16	21	2	86	3	131
Diff +/-	-100.00 %	1	50.00 %	2	-68.75%	-61.9	0.00%	-17.44 %	-66.66%	-29.00%
	Monthly		Total	%		Monthly		Total	%	
	Violent Crime Diff +/-		19/11	-42.10%		Property Crime Diff +/-		112/82	-26.78%	

Yearly Totals

Crime	Murder	Rape	Rob Arm	Rob NWU	Agg Aslt	Burg-Res	Burg-Non	Larc	M/V	Total
YTD 17	2	11	16	21	69	60	12	438	21	650
YTD 16	1	12	17	14	91	89	14	373	18	629
YTD %	100.00 %	-8.33 %	-5.88 %	50.00%	-23.17%	-32.58%	-14.28%	17.42%	16.66 %	3.30%

YTD	Violent Crime YTD (Diff %)	135/119	-11.85%	Property Crime YTD (Diff %)	494/531	7.48%

Condition Index for Streets

- Total length of City streets – approximately 90 miles of roadway are City maintained.
- Weighted average “Remaining Surface Life” of City streets – 8.1 years
- FY18 paving total – 0 miles (restart of the Fiscal Year on July 1)

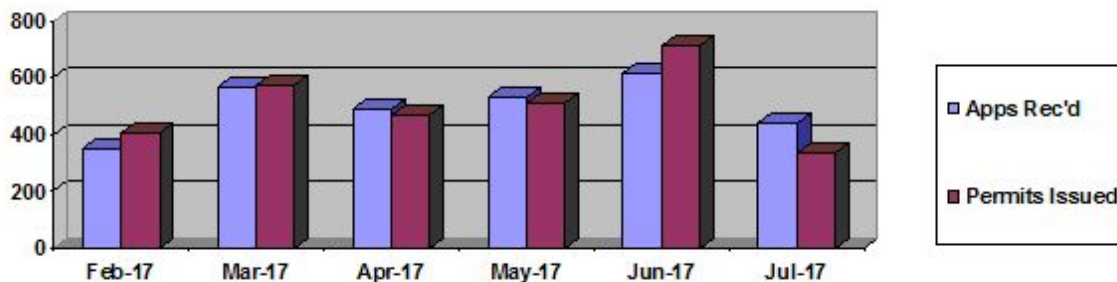
Diversion Rate of Solid Waste from Disposal at a Landfill to recycling

- July diversion rate – 38.8%
- 12-month (August 2016 – July 2017) diversion rate – 42%

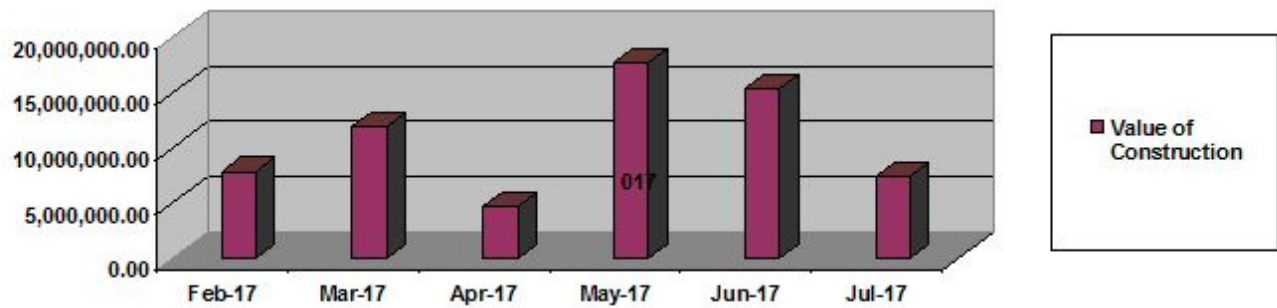
Water Quality Testing Results

- There were no water quality issues with the July 2017 water samples.
- There have been no water quality issues with water samples taken in 2017.

Permits - 437 permit applications were received. 334 permits were issued.

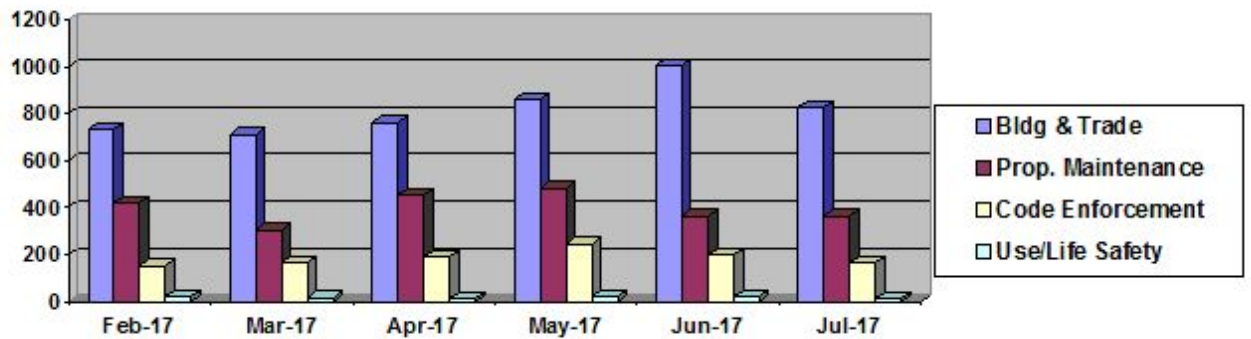


Value of Private Construction - \$7,351,394.55



Private Construction Inspection Performed - 829 Building and Trade Inspections

- 166 Code Enforcement Inspections
- 10 Use/Life Safety Inspections
- 365 Property Maintenance (Also, 300 units at 1901 West St)



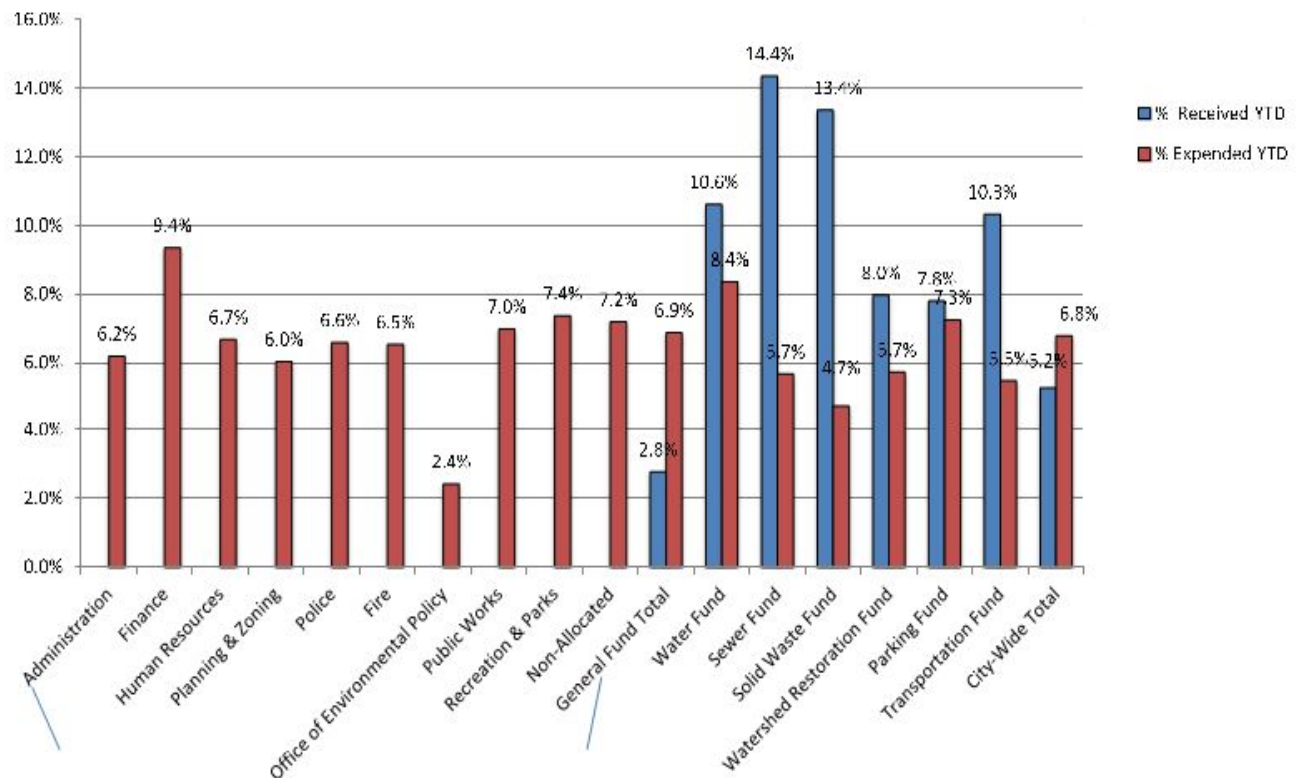
Budget Status

YTD Percentages: Revenue & Expenditures						
July 2017; YTD Target %: 8.33%						
	Revenues	% Received YTD	Budget	Expenditures	% Expended YTD	Budget
Administration				166,796.57	6.2%	2,688,346.98
Finance				408,181.26	9.4%	4,361,499.73
Human Resources				52,054.40	6.7%	778,568.46
Planning & Zoning				228,566.56	6.0%	3,787,409.19
Police				1,235,824.81	6.6%	18,733,702.07
Fire				1,122,427.94	6.5%	17,153,988.82
Office of Environmental Policy				10,937.58	2.4%	451,911.79
Public Works				565,125.39	7.0%	8,090,314.83
Recreation & Parks				351,302.52	7.4%	4,762,511.52
Non-Allocated				959,138.87	7.2%	13,333,270.31
General Fund Total	2,063,348.50	2.8%	74,476,051.03	\$ 5,100,355.90	6.9%	\$ 74,141,523.70
Water Fund	822,818.04	10.6%	7,746,300.00	647,220.06	8.4%	7,739,675.85
Sewer Fund	1,250,694.00	14.4%	8,709,000.00	493,560.00	5.7%	8,692,706.00
Solid Waste Fund	285,149.26	13.4%	2,133,400.00	122,373.47	4.7%	2,609,476.56
Watershed Restoration Fund	119,696.35	8.0%	1,500,000.00	69,356.15	5.7%	1,209,899.30
Parking Fund	612,000.00	7.8%	7,841,000.00	566,224.32	7.3%	7,799,573.00
Transportation Fund	390,134.04	10.3%	3,774,568.00	248,976.26	5.5%	4,545,652.02
City-Wide Total	\$ 5,543,840.19	5.2%	\$ 106,180,319.03	\$ 7,248,066.16	6.8%	\$ 106,738,506.43

YTD Percentages: Revenue & Expenditures

Target YTD % = 8.33%

One Month into FY 2018



Central Purchasing

Current Procurements

RFQ 17-07 – Design-Build-Operate-Maintain for Water Services for Water Quality Management Best Management Practices

- 2 Proposals received. Review in progress.

RFP 17-21 – Lease of the Market House

- 4 Proposals received. City Council meeting scheduled for September 11.

RFP 18-03 – Consultant Services – Traffic Impact Studies

- Qualifications statements due 8/29.

Completed Procurements

RFP 14-14 DPW Maintenance Facilities – Design/Build Services

- Awarded to Gardiner & Gardiner. Design/pricing under review. Demolition scheduled for August.

RFP 15-12 Annapolis Renewable Energy Park

- Awarded to BQ Energy. Project scheduled for Spring 2018 completion.

RFP 15-23 – Upper West Street Sector Study

- Awarded to AECOM. Study completed. City Council presentation pending.

RFP 16-06 – Energy Performance Contracting

- Awarded to Honeywell International. Project scheduled for February 2018 completion.

RFP 17-03 – Construction Services – Stanton Center Floor Replacement

- Awarded to L & R Floors. Project scheduled for July 2017 completion.

IFB 17-05 – Chesapeake Avenue Water Main Replacement

- Awarded to Schummer, Inc. Project scheduled for August 2017 completion.

RFQ 17-16 – Design-Build Services – Water Main and Waste Water Projects

- Prequalified list of bidders developed. Project bid packages being drafted.

IFB 17-17 – Bywater Park Improvements

- Awarded to Avid Services. Project scheduled for November completion.

RFP 17-12 – Forest Drive Sector Study

- Awarded to The Faux Group. Project scheduled for February 2018 completion.

RFP 17-14 Stormwater and Flood Mitigation Design

- Awarded to AECOM. Project scheduled for September 2017 completion.

Pending Procurements

IFB 17-08 – PMRC Ballfield Grading

- Draft in progress. Anticipated release TBD.

RFI 18-04 – Temporary Flood Barriers

- Draft in progress. Anticipated release in August.

IFB 18-05 – City Dock Boardwalk Replacement

- Draft in progress. Anticipated release in August/September.

Capital Projects

Pump Station Replacement/Rehabilitation

Whiton Court PS Wetwell Rehab – Creating an RFP to procure a design/build entity for the upgrade to the pump station.

Sewer Rehabilitation and Water Distribution

Sewer Cured-in-Place Pipe (CIPP) Rehabilitation (72006) – Contractor continues closed circuit televising (CCTV) in several locations throughout the City, including at the USNA flowmeter. CIPP work will follow after the completion and evaluation of the CCTV inspections. Construction of the Shiley Street gravity sewer main replacement project is complete. In August, the contractor will replace the force main that discharges to the new sewer main. USNA Flowmeter (72006) – The City's consultant is designing a new flume for USNA sewage flow measurement. Communication with Navy public works staff continues on the schedule and details of the construction. The USNA is reviewing the City-submitted excavation permit application. Buried Asset Evaluation (72006 & 71003) – Now that the GIS updates are complete, the work to finish the comprehensive data update to iWorQ and the water and sewer models, the final GHD Comprehensive Assessment Plan, and the 10-yr water and sewer plan is underway. The final as-built lookup rollout is done, and review of the second draft software review report is nearly complete. Water Meter Purchases (71003) – Residential meter sizing for optimal balance of adequacy for sprinkler flow and maximizing low flow measurement accuracy has been reviewed and the policy for replacements sizing has been updated. Comprehensive radio-read meter purchase and installation continues and prioritization of large meter replacement is ongoing with expected rehabs and replacements by Utilities to follow. Chesapeake Avenue Water Main Replacement (71003) – Replacement, testing and activation of the water main is complete. Water service connections are being replaced at a pace of about six per day.

Water Tank Rehabilitation

Bidding and construction of the Jefferson Tank rehabilitation project is on hold until FY18 capital funding is available.

New Water Treatment Plant (WTP)

WTP Design/Build (D/B) – Water-producing facilities are essentially complete and operating. The Control/Administrative/Maintenance Building is nearly complete. Work continues on the washwater facilities, piping and electrical connections, site work and other ancillary facilities. Demolition of the filter building addition is expected to start in early August.

City Dock Bulkhead Replacement, Phase 2

The stormwater management (SWM) design and construction remains to be completed. Coordinating with proposed repairs to the Truxtun Park tennis courts adjacent to the proposed stormwater management (SWM) site. Development of 110 Compromise is ongoing. Awaiting construction of the electrical room to house the City Dock electrical panels currently located in the Donner parking lot. Relocation of the electric panels is expected to occur immediately following the Fall Boat Show. Upon successful inspection of relocation work, BGE will complete the system hook up and re-energize. Preparing RFP for replacement of boardwalk timbers from Phase 1 Bulkhead Replacement. Coordinating with previous design engineer and contractor.

Landfill Gas Mitigation

DPW continues to negotiate with MDE on the Draft Agreement so that a clear course of action can be determined for site mitigation. Sampling work continues for semi-annual monitoring events.

Stormwater Management – City Dock Tidal Flood Mitigation

The final FEMA grant application was submitted in April 2017, but no feedback has been received to date. The \$3.5M grant will be used for the construction of the flood mitigation project. AECOM, the City's design consultant, submitted a cost proposal for Engineering Design Services for the Stormwater Flood Mitigation project on July 7. The proposal includes detailed scope, schedule and cost proposal to take the concept design through final bid documents. A Community Outreach meeting with the business owners is being coordinated through Downtown Annapolis Partnership.

City Hall Projects Heating, Ventilation and Air Conditioning (HVAC) Replacement and Generator Installation

The electric panels are scheduled to be replaced during the weekend of August 12 – 13. The work will require a power outage.

Maintenance Facilities

Materials are being relocated from Spa Road to a temporary location on Taylor Avenue, and staff, SCADA and fuel controls are being moved across the street to 932 Spa Road in preparation for the demolition of the existing facilities on the east side of Spa Road. The start of demolition of the existing facilities is tentatively scheduled in August.

Road Resurfacing

Work in Hunt Meadows is completed on Hunt Meadows Drive, Pytchley Run Road, and Canterfield Road to closeout FY17. FY18 work is underway on Westwick Court, Fair Hill Court, Chelsea Court, Dorset Court, Beacon Court, Ashford Court, and Burnham Wood Court.

Main Street Reconstruction

Preliminary design work has been completed. The construction is being planned to start in January 2018 with the installation of sprinkler connections, with the roadwork beginning in April 2018 and completion at the end of September 2018. An inventory of buildings with sprinkler system connections indicates that approximately 50 buildings do not have sprinkler connections. The estimated cost to install connections for these locations as part of the Main Street project is in excess of \$1,000,000. The HPC public hearing for the project is scheduled in September 2017. HPC approval is anticipated shortly thereafter.

Cornhill Street Sidewalks

HPC approved the application for the project. Funding from the sale of the former City recreation building is now available. Final construction drawings are complete and granite curb has been ordered. Work is expected to begin with the arrival of the granite curb in August or September.

Wayfinding Sign Program

All replacement signs to be installed by City crews have been received. There are three signs remaining to be installed; however, two signs have fabrication errors.

Truxtun Park Ballfield Grading

Preparation of the Invitation for Bids (IFB) is on hold while the scope is re-evaluated relative to the original approved grant proposal.

Personnel Update

New Hires

Recreation & Parks:

Rec Temps - 2

Police:

Police Officers - 3

Transportation:

Fleet Maintenance Supervisor - 1

Promotions/Internal Vacancies Filled

Fire:

Firefighter 1/C ALS

Law Office Report

Open Litigation

Case Name	Dept	Comments
McShane Glover – PJR A.A. Circuit Court Case No. C-2014-190935 AA (L72-14)	HPC	Circuit Court affirmed Board of Appeals decision. Glover appealed to Court of Special Appeals; oral arguments 5/5/17; CSA affirmed Circuit Court decision. Appellant filed a Motion for Reconsideration, which is pending.
Stansbury v. COA U.S. District Court of MD, Civil Action No. 1:15-CV-497-GLR (L53-15)	PW	Complaint and Answer filed; Amended Complaint filed; Answer filed; discovery completed; City filed Motion for Summary Judgment; decision pending
City v. Neal, et al. A.A. District Court Case No. CV-15-008769 (L78-15)	DNEP	Complaint filed; Answers filed; trial postponed; trial date 7/20/17
COA v. 94 East Street heirs A.A. District Court Case No. D-07-CV-15-005092 (L46-14)	DNEP	Complaint filed; 78 municipal citations total; trial date pending; City filed Petitions for Contempt; 6/22/17 hearing resulted in Defendants being required to file for City permits/approvals and report back to Court on 9/14/17

Hodges v. COA U.S. District Court of Maryland Case No. 1:15-CV-03537 (L14-16)	APD	Complaint and Answer filed; discovery completed; City filed a Motion for Summary Judgment, which was pending ruling along with other motions filed, when the Court dismissed on 8/1/17 for Plaintiff's failure to keep Court notified of his current address. CLOSED
Sparrow v. COA U.S. District Court Case No. 1:16-CV-01394-WMN (L29-16)	APD	Complaint and Answer filed; discovery completed; City filed Motion for Summary Judgment; hearing pending
Sparrow v. COA A.A. Circuit Court Case No. C-2017-001584 (L22-17)	APD	Plaintiff filed simultaneous Complaint in Circuit Court corresponding to Complaint filed in Federal Court; City filed Motion to Dismiss; ruling pending
Thomas – PJR A.A. Circuit Court Case No. C-02-CV-16-002097 (L32-16)	APD	Appeal of Police Safety Disability & Retirement Board decision affirming HR director's decision to deny disability retirement application; Court affirmed PSDR Board decision; appeal noted to Court of Special Appeals; briefs pending
Walters – PJR A.A. Circuit Court Case No. C-02-CV-16-002203 (L42-16)	R&P	Appeal of a Civil Service Board ruling affirming City's decision to terminate; Circuit Court affirmed CSB ruling; appeal noted to Court of Special Appeals; briefs pending
CDM Smith/Haskell v. COA U.S. District Court of Maryland, Case No. 1:16-CV-02621 (L44-16)	PW	Plaintiff filed Amended Complaint; City filed Answer; Breach of Contract lawsuit brought against City re: new Water Treatment Plant construction; discovery ongoing
COA v. JBK, LLC (51-53 West Street mural) A.A. District Court Case Nos. 3z36100900, 1z41100851 (L31-16)	HPC	City issued citations in regard to mural painted on building at 51-53 West Street; trial occurred April 21-22; District Court sustained citations. JKB to file application for Certificate of Approval by 7/29/17; JKB noted an appeal to Circuit Court; Consent Motion to Stay filed; ruling pending
COA v. Paul & Julie Christian (4 Shipwright Street) A.A. District Court Case No. 4z39921956 (L13-16)	HPC	City issued citation in regard to poor chimney repair; trial occurred 8/1/17, not completed and continued to 10/3/17
Phaneuf v. COA A.A. Circuit Court Case No. C-02-CV-17-000411 (L4-17)	PW	Complaint re: slip/fall on ice; Answer filed; discovery ongoing
Thomas v. COA A.A. Circuit Court Case No. C-02-CV-16-002097 Court of Special Appeals Case No. 1855, September 2016	APD	Complaint re: termination alleging violation of LEOBR; Circuit Court affirmed termination; Plaintiff appealed to CSA; Briefs pending

Thomas v. COA, et al. U.S. District Court of Maryland, Case No. 1:16-CV-03823 (L68-16)	APD	Complaint filed alleging racial and disability discrimination; discovery ongoing; City filed Motion for Summary Judgment. Plaintiff filed response. City filed Reply. This an other motions pending ruling.
Erie Insurance/Farr v. COA A.A. District Court Cae No. D-07-CV-17-005877 (L19-17)	DOT	Complaint for property damage resulting from bus accident; trial scheduled for 8/17/17
MCCR / EEOC Cases:		
Spearman v. COA	APD	Claim and Answer filed; fact-finding conference pending; Amended Complaint filed 8/4/17
Henry v. COA	APD	Claim and Answer filed; fact-finding conference pending
Administrative Hearings:		
(none)	APD	
Workers' Compensation Appeals to Circuit Court:		
COA v. Cisneros	APD	City appealed WCC finding allowing continuation of temporary partial benefits; pretrial conference is scheduled for 10/4/17 with a trial date to be scheduled at that time
Union Grievances:		
(none)		

Acting City Attorney

Public Information Act Requests

Received 24 in July 2017

Responded to 22 in July 2017

Documents

14 - FY2018 Employment Agreements Executed

- 4 - Grants for the City Reviewed/Approved
- 2 - Lease Documents Executed (1 amendment to existing lease, 1 license agreement)
- 3 - Stormwater Management Agreements Executed
- 1 - PNZ Community Development Agreement Executed
- 12 - General Documents Drafted (does not include any documents listed above)
- 6 - General Documents Executed (does not include any documents listed above)
- 14 - Documents Recorded in Anne Arundel County Land Records

Adopted Legislation:

Legislation adopted on 7/10/17

O-29-17 Double Parking - For the purpose of authorizing double parking for the expeditious loading and unloading of commercial vehicles.

Legislation adopted on 7/31/17

O-13-17 Parking Enforcement and Rulemaking Responsibilities - For the purpose of updating parking enforcement and rulemaking responsibilities in Chapters 2.36, 12.08 and 12.32 in the Code of the City of Annapolis; and matters generally relating to updating parking enforcement and rulemaking responsibilities.

O-27-17 Special Parking Permits for Transport and Contractors - For the purpose of establishing parking shuttle eligibility for special parking permits; limiting special parking permits within the Historic District; and clarifying conditions for issuing special parking permits.

O-33-17 Stormwater Utility Fund - For the purpose of renaming the Stormwater Utility Fund, which shall be known henceforth as the Watershed Restoration Fund, to more accurately reflect the functionality of the Fund.

O-30-17 Audit Committee - For the purpose of establishing an Audit Committee; authorizing the powers and duties of the Audit Committee; and matters generally relating to said Audit Committee.

O-32-17 Moderately Priced Dwelling Unit Amendments - For the purpose of ensuring that the construction of Moderately Priced Dwelling Units is consistent with their community, limiting fees in lieu of constructing Moderately Priced Dwelling Units, and improving sales of Moderately Priced Dwelling Units.

R-21-17 Stormwater Management Watershed Improvement Plan - For the purpose of adopting a Stormwater Management Watershed Improvement Plan dated March 2017.

R-22-17 United Nations Paris Climate Agreement - For the purpose of adopting, honoring, and upholding the commitments to the goals enshrined in the United Nations Paris Climate Agreement as they apply in the City of Annapolis.

City Clerk

- 31 – Fully Executed Contracts/Agreements
- 16 - Special Event Application Reviewed
- 2- Draft City Council Meeting Minutes
- 1 - Work Session Agenda

2 - Payroll Processed
203 – Citizen Requests – Election Related
5 - Meeting Attendance

Board Of Supervisors Of Election:

ALL Board of Supervisors of Elections “BOSE” Agendas and Minutes can be found on the City’s website at

<http://www.annapolis.gov/650/Board-of-Supervisors-of-Elections>

Election Deadline For July:

Monday, July 31, 2017

Deadline for filing certificate of candidacy, except for write-in candidates.

Deadline for filing petition for nomination by petition

Deadline for Council to certify ballot questions to the Board

Meeting Actions – Thursday, July 20, 2017:

APPROVAL of the Minutes for June 15, 2017.

Member Myers moved to approve the minutes of June 15, 2017 with the following correction to “remove” the “e” from his name. Seconded. CARRIED on voice vote.

Certified Candidates

Joe Budge (D) Aldermanic Candidate Ward 1 – 6/28/17

Sheila M. Finlayson (D) Aldermanic Candidate Ward 4 – 6/30/17

Julie Mussog (R) Aldermanic Candidate Ward 8 - 7/5/17

Frederick M. Paone (R) Aldermanic Candidate Ward 2 - 7/5/17

Patrick J. Allison (R) Candidate ARCC Ward 7 – 7/19/17

Ross Arnett (D) Aldermanic Candidate Ward 8 – 7/21/17

The Board reviewed the Certificates of Candidacy.

Discussion

1. Election Outreach Efforts For The 2017 City Of Annapolis Municipal Election

Chairwoman Leahy stated she would reach out to Ms. Wardlaw before the next meeting of the board.

2. Campaign Fund Reports

- a. Transfer of Funds – Response from Jared DeMarinis, Director - Division of Candidacy and Campaign Finance, Maryland State Board of Elections. The Board reviewed the email from

Mr. DeMarinis.

- b. Request for Approval from the Committee John Astle for Mayor – Pursuant to City Code Sec. 4.44.090 - Forms. (B)

“In lieu of filing the prescribed forms, the board may allow the filing of a computer printout which contains the requisite information.”

Mr. Mark Moran, Treasurer for Astle for Mayor was present and answered questions from the Board.

Member Myers accepted the documents as submitted by Mr. Moran as sufficient. Seconded. CARRIED on voice vote.

3. Report Status Of Operations

- a. Review of Election Calendar

The Board reviewed the calendar – No action needed.

4. Legal Opinion of the City of Annapolis, Office of Law

- a. Raffle Fundraising for City Election Candidates

The Board reviewed the calendar. – No action needed.

Annual Election Of Chair

Pursuant to the Charter and Code of the City of Annapolis, Article II - ELECTION OF MAYOR AND ALDERMEN, Sec. (6) Board of Supervisors of Elections.

Member Smith moved to nominate Member Leahy as the Chair of the Board of Supervisors Elections for the term beginning on Tuesday, August 1, 2017 and ending on Monday, March 12, 2018. Seconded. CARRIED on voice vote.

To view 2017 Municipal Election Information, please visit link below:

<http://www.annapolis.gov/420/Elections>

ELECTION RELATED – Request from AACo _Board of Elections Office:

1. Request to send letter Re: Application to Mail at Nonprofit Standard Mail Prices City of Annapolis – Board of Supervisors of Elections.

2. City information request – RE: Maryland State Board of Elections:

a. SBE procured a COTS (Commercial off-the-shelf) campaign finance management program in 2011.

b. QUESTION: If we held a silent auction, how do I code the income from it? For example, if a necklace was worth \$75 and the purchaser paid \$120, do I list it as "I" for item sold for \$45?

ANSWER: So the committee would report it this way under State law:

1. In-kind contribution for the necklace by individual who donated it (if that was case). This in-kind contribution would count against the contribution limit to the candidate.

2. A contribution by the "purchaser" of \$120. This would count against the contribution limit.

Both are considered contributions to the campaign.

3. Request for Board of Supervisors of Election to certify the 2017 DRAFT Annapolis Primary Election Specimen Ballot Template at its meeting on Thursday, August 17, 2017.

The information requested can be found on the City's Website. To view information please use link below:

<https://www.annapolis.gov/548/Sample-Ballots>

Alcoholic Beverage Control Board:

THE NEXT MEETING OF THE ALCOHOLIC BEVERAGE CONTROL BOARD WILL BE HELD ON Wednesday, July 5, 2017 @ 7:00 p.m. in the Mayor John T. Chambers, Jr., City Council Chambers located at 160 Duke of Gloucester Street, 2nd Floor, Annapolis, Maryland 21401

2017 Applications Processed:

14 - One Day Licenses

8 - Consumption on City Property Applications – Location Stanton Center

1- Transfer Liquor License Applications received and processed

ACTIONS - ALCOHOLIC BEVERAGE CONTROL BOARD, July 5, 2017 Minutes

Vice Chair Berman moved to approve the Journal of Proceedings of June 7, 2017. Seconded. CARRIED on voice vote.

Public Hearing

TRANSFER OF LICENSE

Transfer of License from Panda, Inc. to New Annapolis Wine and Spirits Inc. t/a Annapolis Wine and Spirits
An application for a transfer of an Alcoholic Beverage License Class A-2b, Off Sale Package Goods Retail Store: Six a.m. to twelve midnight, seven days per week (special Sunday License), for Beer, Wine and Liquor, plus Beer, Wine and Liquor tasting by Robert Michael Tobin, Jun Ping Zhan and Xiu Zhi Zhang for the New Annapolis Wine & Spirits, t/a: Annapolis Wine and Spirit located at 1307 Forest Drive, Annapolis, Maryland 21403

John J. Yim, attorney for the applicant, John J. Yim & Associates, Annapolis, Maryland 21401 gave a brief presentation.

Chair Harris entered the following into the record:

Exhibit #1: Sales and Use Tax Settlement Agreement (Comptroller of Maryland)

Applicants: Robert Michael Tobin, 679 Harness Creek View Drive, Annapolis, Maryland 21403, Jun Ping Zhang, 7902 Red Barn Way, ElkrIDGE, Maryland 21075 and Xiu Zhi Zhang, 7902 Red Barn Way, ElkrIDGE, Maryland 21075 were present and answered questions addressed by the Board.

Present and testified on behalf of the application:

Jerome Feldman, 900 Bestgate Road, Suite 200, Annapolis, Maryland 21401 representing Bernstein & Feldman P.A.

No one (else) from the general public spoke in favor of, or in opposition to the application.

Chair Harris moved to give a contingent approval based on confirmation of payment in writing from the Comptroller of Maryland in the amount of 850,000 from the transferor and that no liens exist on the transferred license for the application of a Class A-2b, Off Sale Package Goods Retail Store: Six a.m. to twelve midnight, seven days per week (special Sunday License), for Beer, Wine and Liquor, plus Beer, Wine and Liquor tasting. Seconded. CARRIED on voice vote.

Chair Harris declared the public hearing closed at 7:52p.m.

Business and Miscellaneous Items

SPECIALCLASS C-ONE DAY LIQUOR LICENSE WITH CONSUMPTION ON CITY PROPERTY

Arts Council of Anne Arundel County- Annapolis Craft Beer & Music Festival

Saturday, September 16, 2017 (12 noon to 6:00 p.m.) at the Navy-Marine Corps Stadium, 550 Taylor Avenue, Annapolis MD 21401. Request for Special Class C, One Day Liquor License

Applicants: April Nyman, Executive Director, 2666 Riva Road, Suite 150, Annapolis, Maryland 21401 and James Barthold, 930 Bay Forest Court, Annapolis, Maryland 21401 were present and answered questions addressed by the Board.

Member Praley moved to approve the application for a Special Class C, One Day Liquor License for Beer, Wine and Liquor (including live music) to the Arts Council of Anne Arundel County from 12:00 p.m. to 6:00 p.m., on September 16, 2017. Seconded. CARRIED on voice vote.

Rotary Club of Annapolis- 72nd Annual Annapolis Rotary Club Crab Feast

Friday, August 4, 2017 (5:00 p.m. to 8:00 p.m.) at the Navy-Marine Corps Stadium, 550 Taylor Avenue, Annapolis, Maryland 21401, Navy- Marine Corps Stadium. Request for Special Class C, One Day Liquor License

Applicants: Chara Hutzell, 3441 Rockway Avenue, Annapolis, Maryland, 21403 and David London, 888 Bestgate Road, Annapolis, Maryland 21401 were present and answered questions addressed by the Board.

Member Praley moved to approve the application for a Special Class C, One Day Liquor License for Beer, Wine and Liquor (including live music) to the Rotary Club of Annapolis from 5:00 p.m. to 8:00 p.m., on August 4, 2017. Seconded. CARRIED on voice vote.

Naval Academy Association- Nitro Circus

Sunday, July 23, 2017 (3:00 p.m.to 8:00 p.m.) at the Navy-Marine Corps Stadium, 550 Taylor Avenue, Annapolis, Maryland 21401, Navy- Marine Corps Stadium. Request for Special Class C, One Day Liquor License.

Applicants: Jon Gren, 566 Brownson Road, Annapolis, Maryland 21402 and Curtis Bland, 550 Taylor Avenue, Annapolis, Maryland 21401 were present and answered questions addressed by the Board.

Member Praley moved to approve the application for a Special Class C, One Day Liquor License for Beer, Wine and Liquor (including live music) to Naval Academy Athletic Association from 3:00 p.m. to 8:00 p.m., on July 23, 2017. Seconded. CARRIED on voice vote.

Naval Academy Association- Baltimore Ravens Practice

Saturday, August 5, 2017 (6:30 p.m.to 9:00 p.m.) at the Navy-Marine Corps Stadium, 550 Taylor Avenue, Annapolis, Maryland 21401, Navy- Marine Corps Stadium. Request for Special Class C, One Day Liquor License

Applicants: Jon Gren, 566 Brownson Road, Annapolis, Maryland 21402 and Curtis Bland, 550 Taylor Avenue, Annapolis, Maryland 21401 were present and answered questions addressed by the Board.

Member Praley moved to approve the application for a Special Class C, One Day Liquor License for Beer, Wine and Liquor (including live music) to Naval Academy Athletic Association from 6:30 p.m. to 9:00 p.m., on August 5, 2017. Seconded. CARRIED on voice vote.

Consumption On City Property (For The Stanton Center)

Application for Deedra Forrester was not heard by the Board as the applicant was not present.

Presentation

Given by Harry Blumenthal representing Blumenthal, Delavan, Powers & Palmer P.A. to speak with the Board regarding O' Callaghan's Annapolis, LLC t/a John Barry Restaurant & Bar.

City Council:

Teekia Green the "NEW" City Council will begin on Thursday, August 10, 2017

Forwarded to City Manager and Public Information Officer for PUBLISHING:

To adequately inform the public and provide timely information on regularly scheduled public hearings on legislation and other matters before the City Council, and Council Meeting Agendas. To be sent the Wednesday after the last City Council Meeting.

Notice Of Annapolis City Council Public Hearings

Notice is hereby given that the Annapolis City Council will hold a public hearing on Monday, July 10, 2017 at 7.00 p.m., in the Mayor John T. Chambers, Jr., City Council Chambers, 160 Duke of Gloucester Street, Annapolis, MD 21401 on the following items:

Public Hearings:

R-22-17 United Nations Paris Climate Agreement - For the purpose of adopting, honoring, and upholding the commitments to the goals enshrined in the United Nations Paris Climate Agreement as they apply in the City of Annapolis.

To view legislation, visit link below:

<https://annapolismd.legistar.com/LegislationDetail.aspx?ID=3080822&GUID=E205EB85-3463-43F2-8684-9D05B4C88882&Options=ID|Text|&Search=R-22-17>

2nd Notice For July

Notice Of Annapolis City Council Public Hearings

Notice is hereby given that the Annapolis City Council will hold a public hearing on Monday, July 31, 2017 at 7.00 p.m., in the Mayor John T. Chambers, Jr., City Council Chambers, 160 Duke of Gloucester Street, Annapolis, MD 21401 on the following items:

Public Hearings:

O-36-17 Wheel Immobilization Devices - Prohibited - For the purpose of prohibiting the use of wheel immobilization devices on vehicles parked on public or private property in the City of Annapolis.

To view legislation, visit link below:

<https://annapolismd.legistar.com/LegislationDetail.aspx?ID=3095634&GUID=E1109AF3-FB69-4DA0-A9E8-1F411F47B84B&Options=ID|Text|&Search=O-36-17>

O-37-17 Parking Places and Parking Lots - For the purpose of repealing in its entirety Chapter 12.28 concerning registration of parking places and parking lots; and matters generally relating to parking places and parking lots.

To view legislation, visit link below:

<https://annapolismd.legistar.com/LegislationDetail.aspx?ID=3095646&GUID=263B759E-88E9-44DD-B0C7-D39316149182&Options=ID|Text|&Search=O-37-17>

Standing Committee Meeting Dates/ Attendance:

Finance Committee

July 5, 2017 at 5:00 p.m.

Rules and City Government Committee

July 11, 2017 at 4:00 p.m.

Public Safety Committee

July 17, 2017 at 5:00 p.m.

Economic Matters Committee

July 17, 2017 at 6:30 p.m.

Finance Committee

July 18, 2017 at 4:00 p.m.

Transportation Committee
July 18, 2017 at 6:30 p.m.
Housing and Human Welfare Committee
July 18, 2017 at 3:00 p.m.
Environmental Matters Committee
July 20, 2017 at 1:30 p.m.

City Council Associate:

8- Minutes Drafted
8- Agenda Created

Public Safety Update

Fire Department

Monthly News/New Projects

The Department responded to 1032 calls for service this month and a total of 6786 calls for 2017 with the following breakdown:

- EMS - 739 or 75%
- Fire – 182 or 16%
- Service – 75 or 6%
- Rescue – 28 or 2%
- Hazmat – 8 or 1%

Notable Incidents – Highlights

- 7/1/17 - Working Fire - Dwelling Fire - Constitution Avenue
- 7/4/17 - Fire/EMS/Marine/Bomb Squad Support - Annapolis Parade and Fireworks
- 7/5/17 - Water Rescue Spa Creek
- 7/5/17 - Marine/EMS/Bomb Squad Support - Annapolis Fireworks Detail
- 7/7/17 - Boat Fire - Fishing Creek
- 7/14/17 - Dwelling Fire - Rosedale Street
- 7/17/17 - Suspicious Package - Church Circle - Explosive Services Response
- 7/23/17 - Support Services - Nitro Circus - Navy Marine Corps Stadium
- 7/27/17 - Water Rescue - Chesapeake Bay
- 7/27/17 - Shooting - Tyler Avenue
- 7/31/17 - Pedestrian Struck - Bay Ridge Avenue/Cypress Road - Serious Injury

EMS Notable Incidents – Monthly Highlights – Accomplishments

- Attended Police/Fire Retirement Board meeting
- Meeting with Department of Health Re: Flu Vaccine for AFD/APD uniformed personnel
- Attended Opioids Intervention Team meeting

- Other stat's:
- Cardiac Arrest Survival Rate: 1 patients with ROSC prior to arrival at ER
- Monthly Heroin/Overdose – 6 OD's, 0 known deaths
- EMS Fees Collected YTD – Fiscal YTD \$168,570
- EMS Transports: 495
- Tactical Medic Units Activations – 0
- SAFE Station Incidents - 3

Fire and Explosives Services Unit – Monthly Highlights – Accomplishments

- K-9 Responses - 6
- Investigations – 4
- Suspicious Package Responses – 10
- EOD Standby – 4
- Recovered Explosives - 2
- Assist Police Incidents – 3
- Bomb Threats – 0
- Internal Investigations – 0
- Fire Safety Inspections – 12
- Code Enforcement Complaints – 0
- Background Investigations - 3
- Investigator Williams completed Field Training with the Annapolis Police Department
- Robot Antenna Upgrades completed – now able to broadcast robot movements to Command Post
- Lt. Ruth completed mandated MPTC First line Supervisors Training
- Captain Spriggs completed ATF Remote Control/Microprocessor Electronics Course

Other Events/Activities

- The EMS Division conducted 2 citizen CPR courses.
- Six (6) of the SAFER Grant Recruit firefighters are scheduled to complete training on or about July 19th. The remaining three (3) recruits are continuing EMS training. We have hired three (3) lateral entry firefighters to fill the remaining three Safer Grant Vacancies.
- Completed 82 new fire safety building inspections and 21 re-inspections (includes inspections conducted by station personnel).
- Our personnel installed 3 Smoke detector(s) and 0 CO alarms and conducted 16 public education events.
- The Fire Marshal's Staff conducted 13 Fire Permit/Plan Reviews and 7 Building Permit Reviews.
- Training hours completed – 1873
- The Department participated in the annual July 4th parade and Fireworks downtown.
- This month's Fire Prevention Message – "Back to School Safety"
- Worked with Fleet Manager to develop specifications and obtain pricing to purchase fire engine contained in the FY18 Capital Budget.
- The Department participated in July 4th parade and other activities downtown.
- The Fire Marshal's Office met with representatives from the Brice House to discuss upcoming renovations.

- Wealth Laying Ceremony for Alexander Johnson, a member of Rescue Hose Company that died in the Line-of-Duty on July 13, 1958. Firefighter Johnson collapsed while fighting a fire on Shaw Street and later died at the hospital as a result of heart failure.
- Fire Marshal staff visited the Baltimore City FD/State's Attorney's Life Safety Summer camp for youth.
- Chief Stokes & Deputy Chief Simmons attended an Opioid Crisis Senior Advisors meeting at Arundel Center for the Governor's Opioid Epidemic program.
- Mary O'Brien (Risk Manager) conducted safety inspections of all fire stations.
- Smoke Alarm Outreach program is nearing an end - there are a few streets left that we should be able to wrap up this fall.
- The Safety Committee conducted a review of a hand injury incident and submitted modifications to our Performance Standard Evolutions to prevent future injuries.
- Updated Patient Transport Policy to include guidelines for transporting service dogs (in medic units) as required by ADA and new Maryland law.

Financial Activity Report

OVERTIME COSTS: (Note: Budgeted monthly average \$35,833.00).

For the month of July the Department used 865.25 hours of overtime at a cost of \$49,308.85 this represents a usage of 11.47% of our total annual budget available for overtime. Our YTD overtime expenditures are \$49,308.85 or 11.47% of our annual OT budget.

We currently have three (3) employees on extended disability leave, one (1) on modified duty and a total of two (2) firefighter vacancies and one (1) Battalion Chief Vacancy.

Submitted for Federal 10% matching Grant to purchase two new fire engines (\$950K) - Awards will begin in April 2017. (No news as of the date of this report)

Submitted for Federal Grant to purchase fire extinguisher training prop.

Major Planned Actions

Continue with Smoke Detector outreach program.

2017 Drive thru flu shots w/AA County Health Department – planning meeting held in May.

AFD/APD Active Shooter Training – Rescue Team Concept.

National Night Out – August 1

Chief Stokes will serve as Acting City Manager in August.

Emergency Management

July 4th – Fourth of July Parade and Fireworks

- OEM partially activated the Emergency Operations Center as Command Post to monitor the events during the annual Fourth of July Parade and Fireworks Display. OEM coordinated with Fire Department and Police Department representatives to ensure public safety throughout the events. OEM coordinated public messaging before and during the event to ensure public knowledge of important notices and changes in event timing. OEM staff was posted both in the Emergency Operations Center and on a Harbormaster vessel.

July 12th - Heat Advisory and Cooling Center Activation

- OEM sent out one Emergency Management Alert regarding a Heat Advisory and activated the City of Annapolis Cooling Center. OEM Staff supports Recreation and Parks in establishing a Cooling Center

in the Pip Moyer Recreation Center on high heat days. OEM staff spoke to 1430 WNAV to encourage Annapolitans to take precautions against the heat and visit the cooling center if necessary.

July 14th – Heat Advisory and Severe Thunderstorms

- OEM sent out one Emergency Management Alert regarding a Heat Advisory and expected severe thunderstorms. OEM activated the City of Annapolis Cooling Center at the Pip Moyer Recreation Center. OEM Staff supports Recreation and Parks in establishing a Cooling Center at PMRC on high heat days.

July 18th – Extreme Heat, Cooling Center Activation, and Severe Thunderstorms

- OEM sent out one Emergency Management Alert regarding extreme heat and expected severe thunderstorms. OEM activated the City of Annapolis Cooling Center at the Pip Moyer Recreation Center. OEM Staff supports Recreation and Parks in establishing a Cooling Center at PMRC on high heat days.

July 20th – Heat Wave

- OEM sent out one Emergency Management Alert regarding high heat that was anticipated over a three-day span. OEM activated the City of Annapolis Cooling Center at the Pip Moyer Recreation Center. OEM Staff supports Recreation and Parks in establishing a Cooling Center at PMRC on high heat days.

July 23rd – Nitro Circus

- OEM sent out one Emergency Management Alert regarding traffic congestion around the Navy-Marine Corps Stadium due to the Nitro Circus Show. A Heat Advisory was also in place, so OEM activated the Cooling Center at Pip Moyer Recreation Center. OEM Staff supports Recreation and Parks in establishing a Cooling Center at PMRC on high heat days.

July 24th - Severe Thunderstorm and Possible Tornado in Queen Anne's County

- OEM sent out a situational update regarding severe thunderstorms that affected the City of Annapolis the evening before, as well as the situation of a possible tornado that had touched down in Queen Anne's County.

July 26th – 28th – Queen Anne's County Tornado Response

- OEM deployed one planner to assist the Queen Anne's County Emergency Management response to the Kent Island Tornado. The planner's role was to help Queen Anne's County start focusing on recovery efforts after the response operations finished.

July 27th – Heavy Rains & Coastal Flooding

- OEM sent out two Emergency Management Alerts regarding heavy rains and the potential of flash and coastal flooding. Minor coastal flooding was forecast around City Dock and Compromise St. OEM also participated in three conference calls with the National Weather Service and the Maryland Emergency Management Agency.

Planning

- On July 14th, OEM submitted the quarterly progress report for the Pre-Disaster Mitigation Grant that supports the Hazard Mitigation Plan Update and the Cultural Resources Hazard Mitigation Plan.
- On July 17th, OEM hosted a logistics meeting with other City departments and Travis Pastrana's management team to discuss the Nitro Circus show.
- On July 18th, OEM attended the Finance Committee Meeting of the City Council.
- On July 19th, OEM staff met with Anne Arundel Department of Health and other supporting departments for a site visit at Navy Stadium and hosted a Drive Through Flu Clinic Planning Meeting in the EOC.
- On July 24th, OEM convened a meeting with Virginia Smith, Hazard Mitigation Plan contractor, and personnel from the Office of Environmental Policy and the Department of Planning & Zoning. OEM

also continued conversations and coordination with Ms. Smith, who has provided a second draft of the Hazard Mitigation Plan Update.

- On July 25th OEM and other City of Annapolis and Anne Arundel County staff organized and attended the Anne Arundel County and City of Annapolis Opioid Intervention Team (OIT) press conference and meeting to announce the \$286,858.61 grant from the State.
- On July 25th OEM staff attended the Baltimore UASI Emergency Management Committee meeting held at Anne Arundel County Office of Emergency Management.
- OEM continued to conduct Recovery Support Function “Interviews.” These sit-downs with City personnel and external partners are crucial to the development of Recovery Support Function Annexes for the Annapolis Disaster Recovery Plan.
- OEM worked with USNA intern Michelle Tran, to develop a policy and program regarding the operation of an unmanned aerial system. OEM continued meeting with City Departments to discuss City applications for the new Emergency Management drone.

Training/Exercise

- On July 10th OEM attended CodeRED training in the Annapolis EOC.
- On July 11th OEM attended the LEPC Full Scale Exercise Concepts meeting at the Anne Arundel EOC.
- On July 12th OEM staff received training from MIT on updates for Civic Plus.
- On July 20th OEM attended the LEPC Training and Exercise Committee meeting at Anne Arundel OEM.
- On July 20th OEM attended the Calvert Cliffs Dress Rehearsal at Calvert Cliffs Nuclear Power Plant.
- On July 21st OEM received training and updates for the City’s “ELSA” (Enabling Language Services Anywhere) devices.
- On July 26th OEM staff attended Homeless Coalition Planning for AACC Homeless Resource Day.
- On July 26th, 28th, and 31st, OEM hosted WebEOC training for City personnel with Emergency Operations Center responsibilities. Annapolis has recently moved to the State WebEOC system.
- OEM has begun planning for two August tabletop exercises. The first concerns sheltering with Recreation & Parks, and the second involves evacuation and the Department of Transportation.

Outreach

OEM has increased its total Facebook page “likes” to 2,157.

OEM has increased its Twitter followers to 1,473.

On July 12, OEM hosted personnel from the U.S. Naval Academy Emergency Operations Center to discuss Annapolis EOC operations, equipment, staffing, coordination, and additional information.

Grants Management

Emergency Management encumbered funds in July for the FY15 and FY16 Urban Area Security Initiative (UASI) on behalf of the Mobile Command Unit, Bomb Squad, and HazMat Team.

July 2017

UASI FY 2015 Bomb Squad	\$5,350.00
	\$1,708.88
UASI FY 2016 HazMat Team	\$669.82
	\$765.50
	\$539.40
	\$3,178.64
	\$1,016.00
UASI FY 2015 MCCV	\$566.33
	\$653.67
UASI FY 2015 Regional Emergency Planners (salary reimbursements)	\$2,277.22
	\$10,055.29
	\$10,104.15
UASI FY 2015 IMT	\$8,851.00
EMPG FY 2016 (salary reimbursement)	\$9,191.20
2015 Pre-Disaster Mitigation Grant	\$300.00
TOTAL July Grant Expenditures	\$55,227.10

Police Department

Personnel:

	Sworn	Full civilian	Contractual full	Contractual Part	Temp.	Exempt	Total	
Current	110	24	7	5	11 (+1 over)	3	161	
Vacant	9	4	1	0	0	2	16	
Total Allocated	119	28	8	5	12	5	177	
Vacancies	Status	Position			Rank	Allocated	Actual	Vacant
9	Sworn	Officers			Chief / Major	1 / 1 -- (2)	1	-1
1	Full Civilian	Analysis Supervisor			Captain	3	2	-1
2	Full Civilian	Police Dispatcher- PCO1			Lieutenant	6	5	-1
1	Full Civilian	Police Dispatcher- PCO2			Sergeant	13	13	0
1	Cont. Full	Major Crimes Invest			Corporal	13	11	-2
2	Temp	Police Cadets			Off 1st Class	51	50	0
					Officer	36	26	0
				Chief		124	111	-3

**** The above staffing numbers and vacancies are reflective of the FY18 Budget and position availability.

** Positions eliminated in FY15 budget process: 1- CALEA Manager (contractual), 1- Administrative Enforcement Position (Civil Service), 1- Police record Specialist (Civil Service), 1- Office Associate III (Civil Service)

	B/M	B/F	W/F	W/M	H/M	H/F	AI/M *	Asian/M	Total
Sworn Personnel	29	2	9	66	4	2	1	2	115
	25.22%	1.74%	7.83%	57.39%	3.48%	1.74%	0.87%	1.74%	100.00%
Part-Time Personnel	7	4	2	3	0	0	0	0	16
	43.75%	25.00%	12.50%	18.75%	0.00%	0.00%	0.00%	0.00%	100.00%
Full-Time Personnel	1	8	13	9	2	1	0	0	34
	2.94%	23.53%	38.24%	26.47%	5.88%	2.94%	0.00%	0.00%	100.00%

C-Safe	Total		Victim Services	Total
Parole & Probation home visits	16		Burglary reports	10
DJS home visits	0		Victim's contacted	10
DJS school visits	0		Residential Survey	1
HEAT meetings	2		Commercial Survey	0
Hispanic Liason	Total		Neighborhood Safety Training	2
Translator Contacts	26		Community requests	11
Victim Contacts	3		McGruff Appearances	0
Total Contacts	3		Watch Your Car	Total
Court Hours	6		Auto Theft reports	2
School Visits	0		Theft from Auto reports	16
Officer Activity	Total		Vehicles Registered	0
Meetings	22		Scooters Registered	0
Total School visits including Hispanic Liason	6		TFA/ Auto Theft Initiative Letters Sent	28
Calls for Service	6		J.O.I.N.S.	Total
Reports	3		Juveniles currently in JOINS	0
Foot Patrol Hours	32		Unsupervised juveniles	0
Business Checks	65		90 day supervision juveniles	0
Bank Checks	9		Home visits	0
Traffic Stops	3		School visits	0
Traffic Citations	0		Juveniles arrested	7
Traffic Warning	3		Juveniles that didn't qualify	7
FIR	0		Juveniles that qualified	0
Warrant Attempts	0		Teen Court	0
Emergency Evaluation	0		Closed J.O.I.N.S. cases	0
CDS Arrests	0		Explorers	Total
Warrant Arrests	0		Current Explorers	6
On View Arrests	0		Interested Explorers	1

Traffic Arrests	0		Explorer Post Training days	1
Summons	0		Community Events Attended	1
Juvenile Citations	0			
Total Arrests	0		Cadets	Total
Warrant Obtained	1		Current Cadets	2
CSS Events and Activities	0		Community Events	8
Camps/ Field Trips	5			

Community Service Section attended the following meetings in: (22)

- Safe Meetings (2)
- City Council Meeting (1)
- Comstat Meeting (1)
- Youth Mentorship Meeting (4)
- Annapolis Substance Abuse Prevention Coalition Meeting
- Alderman Paone and Phil from Germantown-Homewood
- Bay Ridge Gardens Property Manager
- Woodside Gardens Management and Security
- Germantown-Homewood Neighborhood Watch
- LAA- Meeting with Dona Stern
- Bayridge Gardens with management and security to discuss banning procedures and marijuana laws.
- AACO PIO Group
- Annapolis Homeless Meeting
- Color Run meeting
- Meeting with Rev. Richards.
- Meetings in reference to National Night Out (3)

Community Service Section participated in the following events/ activities: (8)

- 4th of July Parade. We handed out approx. 5000 bracelets.
- Annapolis Parks and Recs Summer Camps Safety Presentations at Georgetown East Elementary (2 age groups)
- Presentation Tyler Heights Elementary (2 age groups) and
- Presentation Stanton Center.
- Joy in Learning Summer Camp Station visit
- Assisted at the Harbour House Recreation Center with the interns. Participated in activities with the children.
- Bloomsbury Square Unity Day

Community Service Camps/Trips: (5)

- July 7. **Field Trip.** Patty Norris attended a field trip with the Stanton Community Center to Assateague Island. Almost 50 children from the Clay Street corridor participated in the day full of swimming, playing ball, building sand castles and a cook out.
- July 10-11. **Crime Scene Camp.** The Annapolis Police Department was pleased to sponsor a two-day Crime Scene Investigations Camp. Our Crime Scene Techs taught the kids about crime scene processing and set up a mock crime scene. More than a dozen children attended the camp.
- July 13. **The 1st Annual Kickball Classic** was held at 1 Park Place. (24) kids from across the City attended this fun event. APD is grateful to our community partners including the Westin that provided a delicious and nutritious lunch to our group. Special guest Star DJ "Kevie K" (Krauss) made an appearance and played music and did play by play for the kids.
- July 15-16th. **Sailing Camp.** Campers learned basics of sailing. Thanks to the CRAB Foundation.
- July 17-21. **STAIR Program.** Officers and civilians were proud to be part of the STAIR (Start The Adventure in Reading) Summer Theater held in the Robinwood community. More than 40 children attended the week long camp that focused on reading.

Community Service Section participated in the following training: (1)

- STAIR Summer Theater Camp counselor training

JOINS:

Officers reviewed (7) reports for the (7) juveniles arrested during this period. Of these cases, (0) met the JOINS Criteria and (0) will be entered into Teen Court. There are currently (0) youth in the program. (0) Juveniles are on 3 month Supervised Probation. (0) Juveniles are on unsupervised probation. (0) Juveniles completed the JOINS program in (0). A total of (0) home visits were made and (0) school visits. Teen Court is a program designed by AA County Police and conducted at the District Court House in Annapolis.

ALERT Program: Auto Theft Prevention:

All cases have been reviewed. Letters have been sent to each victim.

Vehicle Theft Prevention Numbers

- 2 auto thefts reported
- 8 bicycle thefts reported
- 10 burglaries reported
- 16 thefts from vehicles reported

Explorers POST 199:

The Annapolis Police Explorers had (1) meetings in July 2017. (6) Explorers in program and (1) interested in applying. **Explorers Meeting.** On 7/14/2017 to start planning on methods of getting funding in order to attend the National Conference in July 2018, recruiting, and helping with upcoming events. Explorers also conducted 3 ride-along during the month

Annapolis Police Auxiliary Unit Monthly Report

Total number of clients fingerprinted: 41

Meetings: 0

Total Hours: 36.75 fingerprinting hours

Education and Training:

We have 6 officers who remain on probationary status that are evaluated on a monthly basis.

We have 9 officers in Police Academy's or scheduled to attend by August 2017.

There is currently no officers on field training

We currently have (7) classes scheduled for the month of October at this time.

Recruit Abbate preformed all field training in the DEU Section

We currently have three (3) training classes scheduled for the month of July 2017.

Recruitment:

New Hire Police testing on August 19th in hopes that the applicant pool will grow it more qualified individuals

Monthly Hires- (5) officers have been hired this month (4-W/M, 1-B/M)

Academy- Currently we have recruit officers in following academies:

- (5) Baltimore City Academy- Currently active- Finish in December 2017
- 2) MTAP Academy 8/10/17
- (2) to AACo academy 8/10/17
- (1) Metro Transit Comp. Academy on 8/7/17

Off. Parker currently has approximately (4) lateral applicants in the process.

ENTRY LEVEL- Pre-screen interview have begun and (38) applicants of the original (88) are continuing in the process, when we finish with laterals and other hiring practices.

Police Communications Operators- Attempt to hire two more dispatcher to fill current vacancies.

(3) polygraphs were administered during this month for potential applicants

Accreditation

I am currently working to obtain proofs and inspections to complete and satisfy all 2016 CALEA standards under Standards Manual version 5.23. All standards will be met by the end of 2017.

Building Maintenance

There have been no significant facility problems or issues that have needed to be addressed in the month of July. City Public Works and Honeywell contracting continue an energy, lighting and HVAC project on the property of APD. Contractors will continue to be onsite through mid August.

Light Duty

Off. J. Horner was assigned to assist with administrative duties in the month of July. Among the tasks completed was a bicycle evidence inventory and auction preparation project, cell block and generator

inspections, property room cleaning and organizing, front desk duty and calls for service and reports generated in the APD front lobby.

JULY MEETINGS AND EVENTS 2017				
Date	Event / Meeting	Location	# Officers	Costs
07-02	Bayhawks Lacrosse	NAAA Stadium	4 Officers	1,186.65
07-02	1 st Sunday	1 st Blk West St		
07-04	Parade & Fireworks	Downtown	44 Officers	13,981.03
07-04	Market St Blk Party	Market St		
07-05	July 4 th Fireworks	Downtown	16 Officers	3,010.43
07-06	Summer Concert	City Dock		
07-06	Annapolis Beauty Film	Downtown		
07-08	Striders 5K	West Annapolis		
07-09	Gospel	Whitmore Park		
07-09	Indivisible MD	Lawyers Mall		
07-10	Sidewalk Revival	W.Washington		
07-13	Gospel	Whitmore Park		
07-14	City Dock Tango	City Dock		
07-15	Bloomsbury Day	Bloomsbury Sq		
07-15	Comedy Jam	Chambers Park		
07-20	Jazz @ Whitmore	Whitmore Park		
07-20	Bayhawks Lacrosse	NAAA	3 Officers	658.72
07-23	Nitro Circus	NAAA	15 Officers	5,493.46
07-28	Chambers Park Concert	Chambers Park		
07-29	Family Fun Day	Weems Field		
07-29	March on MD	Lawyers Mall		
Total				\$24,330.29

Building Activity

Allen Apartment Stream Restoration Project (2019 Forest Drive – #GRD16-0022) Permit issued 3/21/17. Project is progressing. Last progress inspection held 6/23/17.

Annapolis Police Department (199 Taylor Avenue – #BLD16-0353) Permit issued 9/1/16 for changes to indoor firing range. No inspections to date.

Annapolis Shakespeare Theater (1804 West Street – BLD17-0085) Permit issued for tenant fit-out on 3/15/17. Relocating doors to the stage area, finals soon.

Annapolis Townes at Neal Farm (Dorsey Drive–#GRD16-0001) Permit issued for grading for new subdivision. Job is progressing.

Annapolis Transportation Department (308 Chinquapin Round Rd #BLD15-0406) Permit issued 7/31/2015 for alterations and repairs. Progress inspection of 11/4/16 passed. Still waiting on U.L. certification of equipment.

Annapolis Yacht Club (2 Compromise St #BLD15-0840) Permit issued 1/8/16 to stabilize building due to fire damage. Final inspection passed 7/14/17.

Annapolis Yacht Club (2 Compromise Street – #BLD17-0127) Permit issued 3/20/17 for concrete repairs to building. Final inspection passed 7/17/17.

Annapolis Yacht Club (#BLD17-0179 - 2 Compromise Street) Permit issued 6/16/17 for addition and fire damage repairs.

Anne Arundel County Force Main Project (Bay Ridge Road – #GRD15-0027) Permit issued 10/14/2016. Project is progressing.

Anne Arundel County Force Main Project (Edgewood Road - #GRD15-0002) Permit issued 10/13/2016. Job is progressing.

Bert Jabin's Yacht Yard (7310 Edgewood Road-#BLD16-0780) Permit issued 4/13/17 to construct new warehouse building. Progress inspection passed 7/12/17.

Bywater Park (800 Bywater Road – #GRD15-0053) Permit issued 8/18/16 for Stream Restoration project. Job is progressing.

Chart House Restaurant (300 Second Street #BLD14-0311) All work complete except for striping ADA parking spaces.

Chart House Restaurant (300 Second Street - #BLD14-0312) Phase II alterations. All work complete except for striping the ADA parking spaces.

Chesapeake Auto Body (1799 Margaret Avenue—#BLD16-0502) Permit issued 11/14/16 for new body shop. Footer inspection passed 11/28/16. Partial slab inspection 3/31/17. Framing inspection passed 6/19/17.

Chesapeake Properties (48 Randall Street - #BLD16-0755) Permit issued for tenant fit-out 2/6/2017. Job finalized 6/30/17.

Children's National Health System (#BLD17-0206 - 1730 West Street, #100) Permit issued 5/19/17 for tenant fit-out. Framing inspection passed 7/17/17.

Chinquapin Round Road Self Storage (1833 George Avenue—#GRD16-0013) Permit issued 11/1/16 for grading for new commercial building. Job is progressing.

Chinquapin Round Road Self Storage (1833 George Avenue—#BLD16-0284) Permit issued 11/1/16 for new commercial building. Partial framing inspection passed 7/18/17.

City Hall (160 Duke of Gloucester Street – BLD13-0621) Permit issued 5/24/16 to add concrete pad & generator. Inspections are progressing. Slab inspection 6/7/16. Contractor needs to call in a final inspection.

City Hall (160 Duke of Gloucester Street – #BLD16-0188) Permit issued 5/24/16 to replace HVAC and ductwork. Progress inspection 5/26/16. Electrical inspection failed 11/3/16.

Corner Bakery Café (2140 Forest Dr #BLD15-0772) Permit issued 3/23/16 for tenant fit-out. Electrical service passed 6/30/17. Electrical final failed 7/27/17.

Enclave Development (1 – 11 Enclave Ct- Permits #BLD16-0517- BLD16-0522) Final inspections complete on first row of townhomes.

Enclave Development (25–33 Enclave Ct- Permits #BLD16-0736-BLD16-022) Permits issued 3/31/17 for new five townhouses.

Harbormaster's Building (City of Annapolis -1 Dock Street - #BLD17-0190) Permit issued 4/10/17 to repair public restrooms. Framing inspection passed 5/9/17.

Kenwood Kitchens (1415 Forest Drive - #BLD16-0772 & GRD16-0026) Grading & Addition to existing building permits issued 3/31/2017. Construction started with footer inspection 4/5/17

Lupita's Restaurant (1313 Forest Drive – #BLD15-0768) Permit issued 6/13/2016 to expand restaurant. Framing inspection passed 5/15/17.

Mary E. Moss Academy (245 Clay Street – #BLD16-0381) Permit issued 8/31/2016 for minor renovations. Slab inspection 10/12/16.

Maryland Hall for the Creative Arts (801 Chase Street - #GRD15-0058) Grading for new addition – Permit issued 2/8/17.

Maryland Hall for Creative Arts (#BLD17-0118 - 801 Chase Street)
Permit issued 6/20/17 for addition/alterations.

The Monarch School (2000 Capital Drive –#BLD15-0846) Permit issued 11/29/16 for tenant fit-out for new school. Ceiling close in passed 5/15/17. Partial Final Inspection completed 6/29/17.

Port Annapolis Associates (7074 Bembe Beach Road - #BLD16-0383) Permit issued 4/11/17 to construct new building for boat maintenance. Progress inspection passed 7/28/17.

Primrose Hill Development (1 & 3 Milkshake Lane – #GRD15-0060) Permit issued 10/27/16 for new Primrose Hill Development. Progress inspection 11/22/16.

Primrose Hill (#BLD17-0052 - 52 Primrose Hill Lane) – Permit issued 6/19/17 for first home in new development. Slab and draitile inspection passed 7/27/17.

Rocky Gorge (Aris T. Allen Blvd #GRD14-0006) Grading permit issued for new development. Progress inspection 12/1/16.

Rocky Gorge (Aris T. Allen Blvd #BLD14-0252) Permit issued 6/25/14 for 1st single family dwelling in Rocky Gorge development. No inspections to date.

Spa Creek Stream Restoration Project (GRD15-0019) - Permit issued 5/10/2017

Stanton Center (92 W. Washington Street – #BLD15-0527) Permit issued 8/31/2016 for minor interior work. Progress inspection passed 6/14/17.

Third Eye Comic (209 Chinquapin Round Road, Suites 200 & 400 - #BLD17-0090) Permit issued 3/10/17 for tenant fit-out. Final inspection passed 6/21/17.

Timothy House & Gardens – Permits issued 2/14/2017 for grading & renovations to units.

Turner Park (Chester Avenue & Third Street - BLD17-0270) Permit issued 5/31/17 to install new playground equipment. Final inspection passed 7/5/17.

W&P Nautical (#BLD17-0094 - 311 Third Street) – Permit issued 6/15/17 for fire damage restoration.

St. John's College (#BLD17-0272 - 60 College Avenue) Permit issued 6/28/17 for alterations to McDowell Hall .

400 & 406 Chesapeake Ave (#GRD15-0042) Permit issued 3/18/16 for grading for new mixed residential and commercial building. Progress inspection done 11/30/16.

400 & 406 Chesapeake Ave (#BLD15-0557) Permit issued 3/18/16 for new building. Footing inspection 11/14/16. Progress inspections on garage framing passed 2/24/17. Garage ceiling close in passed 5/3/17. New foundation inspection passed 6/8/17.

110 Compromise Street (Formerly Fawcett's - #BLD16-0289) Permit issued 8/30/16 for renovation and addition. Footer inspections passed 7/14-7/20-7/25-7/31.

706 & 712 Giddings Avenue (#BLD16-0446) Permit issued 3/2/17 to expand & modernize the building. Slab inspection passed 7/17/17.

122 Main Street (GRD15-0035) Grading for new commercial building – Permit issued 2/12/2016. Progress inspection done 11/24/16.

122 Main Street (BLD15-0395) Permit issued 2/12/16 for new commercial building. Construction under shell permit complete, waiting on tenant fit out permit.

1415 Forest Drive (#BLD16-0772) Permit issued 3/31/17 to add to 2-story mercantile/office building. Building footing inspection 4/5/17.

Various locations throughout the City (#BLD15-0632) Permit issued 10/9/15 to install 11 bus shelters.

Formerly City Rec Center Building (#BLD16-0782-9 St. Mary's St) - Permit issued 5/5/17 to construct new condos.

979 Bay Village Drive (GRD16-0034) Permit issued 7/27/17 for grading for new assisted living facility.

979 Bay Village Drive (BLD16-0778) Permit issued 7/27/17 for foundation for new assisted living facility.

935 Spa Road (GRD15-0052) Permit issued 7/11/17 for partial lot grading at City of Annapolis Public Works.

Bywater Road (GRD16-0039) Permit issued 7/7/17 for grading at City.

Planning Activity

Comprehensive Planning

- July 5 and July 26: Meeting at University of Maryland to work with graduate students on the “Healthy Annapolis” project
- July 6: Presented additional information on O-26-17 Split Zones to Planning Commission
- July 11 - July 20: Held stakeholder interviews with different organizations and individuals for the Forest Drive/Eastport Sector Study
- July 19: Attended Planning Commission for monthly work session on the Forest Drive/Eastport Sector Study
- July 25: Attended monthly BRTB meeting
- July 25: Met with AACo officials to discuss traffic modeling for the Forest Drive/Eastport Sector Study
- July 27: Began meeting to coordinate Wayfinding Phase 2 CIP project

Current Planning

Monthly News/New Projects:

- Zoning Text Amendment (ZTA2017-007) for the purpose of ensuring that the construction of Moderately Priced Dwelling Units is consistent with their community, limiting fees in lieu of constructing MPDU's and improving sales of MPDU's,
- Site Design Plan Review (SDP2017-042) for Eastport Yacht Club, to construct a pervious 12x32 attached ADA access boardwalk on the north side of the existing clubhouse, within the critical area, located at 317 First St.,
- Administrative Interpretation (ADM2017-009) for Robert L. Chance, to develop five buildable lots with the removal of the existing house, garage and fence, located at 300 Adams St.,
- Administrative Adjustment (ADJ2017-008) for Daniel Ruefly, for a 20% reduction of the established front yard setback requirement in order to construct portico roof over the existing front porch, located at 424 Dewey Dr.,
- Port Wardens (PORT2017-021) for Yacht Basin Co., to dredge the marina basin to an elevation of -10.0 MLW, remove finger piers and piles, add a 6'x139' pier with piles, located at 2 Compromise St.,
- Subdivision (SUB2017-005) for 1829 George Avenue, to consolidate parcel 2241, lots 33, 34 & 35, Block 'S', Tax Map 51B, into new Lot 33R, located at 1829 George Ave.,
- Subdivision (SUB2017-006) for Charline Catlin/Charles Walker, to subdivide parcel 351, tax map 52D, into two lots; Lot (residential and commercial use) and Lot 2 (residential use), located at 220 Chesapeake Ave.,
- Variance (VAR2017-011) for Elizabeth Stewart, for a 17' reduction to the 25' front yard setback—application incomplete, located at Lot 3 Claude St.,
- Appeal (APL2017-003) for Forest Drive Holdings, LLC, to appeal Site Design SDP2017-001 (Manekin Company for approval of construction of an entrance/exit between Forest Drive and the rear property line on South Cherry Grove Avenue), traffic survey was not performed to include traffic flow from Merryman Rd., located at 1750 Forest Dr.,
- Special Exception (SE2017-006) including Forest Conservation Plan FCP2017-006, Site Design SDP2017-044, Subdivision SUB2017-004 and Variance VAR2017-010, for Katherine Properties, for the proposed development of The Village at Providence Point, a Continuing Care Retirement Community (formerly Crystal Spring), a subsidiary of National Lutheran Communities & Services, located on the south side of Forest Drive with the intersection of Spa Road and Crystal Spring Farm Road,

Major Planned Actions:

Planning Commission, August, 2017:

Public Hearings and Deliberations: There are no public hearings scheduled for the month of August

Board of Appeals, August, 2017:

Public Hearings and Deliberations: There are no public hearings scheduled for the month of August

Community Development

Community Development Block Grant

Staff completed and submitted the FY 2018 CDBG Action Plan and submitted additional information to HUD, still waiting official approval. Staff completed and mailed all CDBG Grant agreements to all the subrecipients.

Entered most of the CDBG participant's accomplishment data into the HUD Integrated Disbursement and Information System (IDIS) in preparation for the annual HUD report on FY 2017 CDBG activities which is due in September.

Continued participation in the Regional Fair Housing group meetings regarding the Fair Housing Assessment required for all CDBG recipients in FY 2019. This group meets monthly to work on Fair Housing issues in the Baltimore region which includes Baltimore, Baltimore County, Howard County, Anne Arundel County, City of Annapolis and Harford County.

Completed two CDBG draw downs and other program financial disbursements and administrative activities.

MPDU Program

All for-sale MPDUs are sold and all rental MPDUs are occupied.

HACA

Home Depot and HACA completed much of the work on the Home Depot Morris Blum Community Room project. The remaining improvements will be completed next month.

Community Legacy/Strategic Demo

Participated both site visits for the applications, Timothy House (Community Legacy) and Public Works Building (Strategic Demo) submitted to Maryland Department of Housing and Community Development for state revitalization funds. Provided data on both projects to DHCD staff that are reviewing the project.

Homeless

Attended the monthly Partnership to End Homelessness meeting centered on the Continuum of Care NOFA for FFY 2017.

Attended the APD Homeless meeting which centers on the city's street homeless.

Homeless Resource Day will take place in October in Glen Burnie.

Processed third quarter Emergency Shelter Grant (ESG) Request for Payment and began monitoring process for onsite monitoring of the Light House Shelter FFY 2015 ESG funds

Misc

Worked with Office of Law and Pirhl developers on PILOT for Towne Courts project.

Historic Preservation

Administrative approvals issued - 21

Total estimated costs of approved applications - \$324,691.03

Private - \$324,691.03

Public - \$0

Public Hearing approvals issued - 2

Total estimated costs of approved applications - \$50,500.00

Private - \$50,500.00

Public - \$0

Economic Development

- Provided 38 start-up, retention and growth support services for businesses and nonprofits to: connect them with potential loans/investors, determine Historic and Arts District Tax Credits, provide no-cost consultation; locate space; conduct market research; resolve permitting and signage issues; stage ribbon-cuttings, and develop workforce
- Updated the City's New and Expanding Businesses List and Vacancy Reports (both downtown and citywide) and created a Regional Retail Sector Health Matrix
- Continually updated economic development web pages (both City and AAEDC) with helpful content, revised posted manuals, as well as corrected broken links
- Wrote Staff Report about the benefits of PACE financing (energy efficiency and renewable energy upgrades for commercial buildings)
- Guided intern on resiliency business opportunities and makerspace research
- Participated in 43 meetings and events with city departments and business support organizations to align economic development, events and/or marketing strategies with:
 - Business Leader's Meeting (led monthly, including follow up with a summary newsletter and pdfs of handouts)
 - Mayor's Office (attended fireworks funding meeting, Main Street reconstruction and sprinkler tap installation projects planning meetings, Market House RFP meetings and related City Council work sessions, and PACE financing meetings)
 - DAP (attended ad hoc support meetings; finalized new Executive Director contract/job description; interviewed potential new Board Chair)
 - West Annapolis Business Affiliation (prepared and delivered commercial district's business list for outreach)
 - SP+ (attended meetings as business rep)
 - APD (attended homeless and Safe Streets meetings as business rep)
 - AAEDC (attended weekly staff meeting and obtained ongoing support and resources for City businesses)
 - United Way (discussed the results of the ALICE Forum to offer suggestions for better assisting the City's Asset Limited, Income Constrained, Employed – those who go to work each day, but are still not sure if they will be able to make ends meet)
 - Launch! Annapolis (prepared to participate in next innovators' event: Hackathon)

- P&Z Department (participated in planning meetings and citizen forums regarding the Forest Drive/Eastport Sector Study)

Recreation and Boating

Recreation

- Camps in July – Skate, Nature, Mixes Sports, Tennis, Volleyball, Rock Climbing, Boys & Girls Lacrosse
- July was the start of the WAKA Summer Kickball League.
- Men's Summer Basketball League & AABA Softball Leagues continue.
- All Fall field permits completed and mailed out.
- Fitness: We had 1,358 Fitness Class participants and 64 Personal Training Hours
- Pool: 184 Season Passes used, 563 Paid Adults, 1438 Paid Children, 1,595 ARPD Campers, 685 Outside Campers with \$12,185 Total Revenue.
- Staff attended the University of Maryland Summer course "Healthy Annapolis".
- Fall program guide was in production during July (copy, layout, editing, purchase orders advertising, etc.).
- Staff arranged FY2018 advertising contracts with Chesapeake Family and What's Up? Annapolis magazines.
- Staff set up the 2017 Capital Guidebook ad contract.
- Staff arranged Ravens 2017 season pocket schedule advertising with WNAV.
- Staff started ordering of new ARPD, COA, MD and U.S. flags for PMRC flagpole.
- Staff re-ordered ARPD pens with Capital Gifts.
- Staff set up blanket purchase order with Palmer Printing for miscellaneous printing during FY2018.
- Staff re-ordered PMRC gift certificates.
- E-News was sent 7/12 and 7/26 (6,126 e-mail addresses).
- Updates to ARPD web pages were done (i.e. new FY2018 documents/rates/info).
- Staff set up fall Modell's fundraiser for 8/25-10/5 for scholarship fund.
- Staff started promoting 9/6 Dog Swim.
- Facebook 7/1-7/31: Six added followers, seven new likes, more users view page on a mobile device than computer, more women view the page than men (76% of fans and followers are women, 28% are age 35-44), most engagement seen with the 7/31 post regarding Stanton benefiting from the August 6th Annapolis Color Run.
- Twitter 7/1-7/31: 2,965 followers (as of 8/4), sent out 9 Tweets for 3,503 Tweet impressions, top Tweet was regarding Chambers Park summer concerts with image of flyer on 7/5, top media tweet was picture of kids in Fencing Splash Camp on 7/31.
- Staff submitted August ad for Idle Time Advertising (IDA).
- Staff submitted September ad for What's Up? Annapolis (WUA).
- ARPD August newsletter was created.
- Staff attended MRPA's summer general membership meeting (presentation topic: Power positioning through positive youth development) at Conquest Beach in Centreville 7/19.
- Stanton Summer Camps:
 - Summer Recreation Enrichment Camp Continues

- Swimming at Leron M. Fisher Community Pool July 5, 10, 11, 12, 13, 17, 18, 19, 20, 24, 25, 26, 27 and 31
- Summer Camp Field Trips: Assateague Island on July 7, High School Musical at St. John's College July 13, Smithsonian Air and Space Museum at Dulles Airport on July 14, Six Flags on July 21, Smithsonian Museum of Natural History on July 28.
- On July 25, Honeywell began light bulb replacement at the Stanton Center.
- 11 Meetings and 11 events were held at the Stanton Center.

Parks

- Nature Camp- Parks Staff conducted the week long camp. Students learned about ospreys, insects, invasive species and much more!
- Fall GreenScape- Staff is preparing for Fall GreenScape, "Make A Difference Day", which will take place on Saturday, October 28. This national program encourages groups and individuals to volunteer in their community. Volunteers can order up to 200 bulbs, which include 100 tulip and 100 daffodil bulbs for each project. The bulbs are free and available on a first come, first-serve basis with a reservation. Reservations for bulbs will be accepted starting Monday, September 11. Bulbs must be planted in public spaces within the City of Annapolis. To order, please e-mail Marisa Wittlinger at mdwittlinger@annapolis.gov and provide your name, contact phone number and organization (if applicable), indicate what public landscape area you will be planting and the number of bulbs you're requesting. <http://makeadifferenceday.com>
- Park Maintenance Staff have been keeping up with mowing tasks, doing other general park maintenance tasks and trimming trees.
- Staff had to make emergency repairs to the irrigation system at Weems Whalen field due to the contractor installing the new sewer line for the Public Works building.
- Crews made repairs to the hill side at Bates Sports Complex to help stop the erosion of the hill going onto the track.
- Staff had the eve lighting on the Bates Sports Complex building switched out to LED lighting.
- Staff installed two new Memorial Benches at 6th Street Park and a Plaque in honor of Mike Mirron.
- Staff replaced a Bench at the end of 3rd Street that was hit by a car.
- Staff installed two Memorial Plaques on the tree planter at the end of Ego Alley.
- Staff is working on new costs for the Ball Field Renovation Project.
- Staff is working on the scope of work for the Tennis Court Project and getting up to date costs, as well putting together material for the projects community notification billboard.
- Staff is getting quotes to add tennis court lighting for courts 5~8 (not part of the renovation).
- Staff is getting quotes for parking lot lighting at the tennis courts (not part of the project).
- PMRC Sold 20 more memberships in July then in June.
- PMRC had 15 more members use the facility for July than in June with a use of the facility total of 8,215 for the month of July.
- PMRC made \$10,204.55 in Rental Revenue in July. \$1,943.00 more than in June.
- Staff continued effort to reach out to churches and community groups for volunteer services for the Recreation Room. Staff met with St. Martins Church but was not able to secure any volunteers at this time.
- Truxtun Campers are doing a contest to name the new Recreation Room.
- Recreation room supplies have been ordered and received. Staff is working on getting the room set up.

Boating

- Harbormaster staff planned and executed TWO July 4th (and 5th) Celebrations on the Annapolis waterfront.
- During preparations for July 5th fireworks, Harbormaster employees were on patrol in Spa Creek when Sailing vessel, "Bear", A replica of the 1869 Sandbagger Susie S, capsized, causing her crew to fall into Spa Creek. Watch Commander Tyler Northfield immediately identified the captain of the vessel and determined that all persons were accounted for. The Harbor crew took action and tied a line fast to "The Bear" and towed her away from danger, so that the crew could finally get the boat upright. Other Harbormaster employees provided buckets from their patrol boats to dewater the boat since the "Bear" is not self-bailing. Harbormaster employees received a citation from Mayor Pantelides for taking action in to prevent significant property damage or personal tragedy.
- After learning that the re timber project for City Dock should cost approximately 250K, Harbormaster Bellis met with City Manager and DNR grant manager and the Finance Director and devised a plan to fund the necessary work. We endeavor to complete this project by end of September 30th, 2017
- The Harbormaster wrote a job specification for Senior Watch Commander, a proposed contractual position anticipated to open to internal applicants only beginning September 1st, 2017.

Transportation

Monthly News

New Automatic Fare Collection System

Annapolis Transit began using a new automated fare collection system effective July 16, 2017. The launch of the new fare collection system went very well. The fare box system was purchased from TripSpark Technologies with a grant valued at \$483,996. The Federal Transit Administration (FTA) and Maryland Transit Administration are respectively providing eighty percent (80%) and ten percent (10%) of the grant. Local transportation funds make up the remaining ten percent (10%). The department provided some information on the features of this new automated fare collection system in the June monthly report.

Complimentary Shuttle Service

Annapolis Transit provided free shuttle services on July 4 from the Navy Stadium lot to Lawyers Mall from 4p-12m. Additionally, we had a "cooling bus" near the Harbor Master's Office from 5p-10p. Ridership this year was 1,956. Due to the rain, the parade was postponed to Wednesday, the 5th. On this day, we carried an additional 96 passengers, bringing the total ridership to 2,052.

New Hire

Mr. Andrew Drew joined our vehicle maintenance division as a (contractual) maintenance supervisor effective July 1.

Vacancies

A bus driver II and a maintenance technician II positions are currently vacant.

Review of Yellow Route

The department is reviewing the Yellow Route. The purpose of this review is to make some minor adjustments to include a new bus stop at the new office location for Social Security Administration at Annapolis Corporate Center (off Harry Truman Parkway); improve safety of this route and provide headways that are more realistic in view of the increased traffic volumes on the roadways in this service area. The Yellow Route provides transit services from the Annapolis Mall to areas along Housely Road, Riva Road, Harry Truman Parkway and Admiral Cochrane Drive. Major activity centers in these areas include Harry S Truman Park & Ride Lot, the County Health Department, County Government offices, Maryland Motor Vehicle Administration (MVA), Arundel Lodge (which provides services for people with disabilities), Claibourne (senior) Housing Development and numerous shopping centers.

Miscellaneous

ADOT participated in webinars and face-to-face meetings with TripSpark on the new fare collection system for Annapolis Transit

ADOT attended planning session at OEM for upcoming "Drive-Thru" clinic.

Activity Report

Transit Operations

Table 1 July 2017 Unlinked Passenger Trips

Route	July 2017	July 2016	% Change
Red	3,624	3,753	-3.44%
Yellow	1,728	1,751	-1.31%
Green	5,942	5,077	17.04%
Orange	1,106	1,227	-9.86%
Gold	1,549	1,652	-6.23%
Brown	4,347	4,535	-4.15%
Purple	2,393	2,738	-12.60%
Circulator	4,511	4,997	-9.73%
State Shuttle	4,045	3,147	28.54%
Paratransit	259	421	-38.48%
Total	29,504	29,298	0.70%

Table 2 July 2017 Farebox Revenue

Route	July 2017	July 2016	% Change
Red	\$4,143	\$6,574	-36.99%
Yellow	\$686	\$1,284	-46.57%
Green	\$6,739	\$9,666	-30.28%

Orange	\$1,339	\$2,094	-36.06%
Gold	\$1,395	\$2,000	-30.25%
Brown	\$5,365	\$7,932	-32.36%
Purple	\$2,341	\$3,011	-22.25%
Circulator^^	\$0	\$2,854	-100.00%
State Shuttle**	\$288	\$708	-59.32%
Paratransit	\$946	\$689	37.30%
Total	\$23,242	\$36,812	-36.86%

^^ Free since July 1, 2017

**Excludes fares from State employees

Service Hours and Service Miles

Total Service Hours in July 2017: 4,829 hours

Total Service Miles in July 2017: 47,913miles

On-Time Performance (OTP):

ADA Paratransit Service: OTP for paratransit service was 100%. There were 273 complementary paratransit trips, and 24 cancellations and twelve (12) no-shows.

Fixed routes OTP was 85% based on 60 observations.

Preventive Maintenance:

- Twelve (12) scheduled preventive maintenance services were completed on time.
- There were 9 documented road calls.

Parking

Table 3. Parking Garages – Vehicles Parked and Revenue-July 2017

Garage/Lot	Vehicles Parked	Total Revenue
Gotts	19,467	\$158,520
Hillman	27,525	\$249,331
Knighton	4,685	\$41,743
Park Place**	N/A	N/A
South Street Lot	1,228	\$14,495
Larkin Street Lot	237	\$12,145
Total	53,142	\$476,2334

**Managed by Towne Park

Table 4. On-Street Parking-July 2017

Citations	1,596
Citation Revenue	\$71,050
Meter Transactions	83,881
Meter Revenue	\$186,090

Overtime and Leave (sick, vacation personal) Hours

Overtime is a function of sick, vacation and personal leave, particularly, in transit operations. There was no overtime in Administration. Below are the overtime hours and leave hours by division for the period June 29, 2017 through July 26, 2017.

Table 5 Summary of Overtime and Leave Hours – 6/29/2017 – 7/26/ 2017

Division	Overtime	Leave (sick, vacation and personal, etc.)
Parking Enforcement Officers & Parking Meter Technicians	10 hours	0 hours
Transit Vehicle Operations – Bus Operators or	140 hours	203 hours
Transit Supervision	82.75 hours	24 hours
Vehicle Maintenance	18.5 hours	120 hours**

**Includes 80 hours of leave for military duties

African American Liaison

- Continue to walk the neighborhoods and speak to residents about their concerns and needs.
- Continue to visit with churches about my job and discuss how we can work together.
- Recieved information from residents regarding drug activity homes and relayed information to police.
- Continue to advocate for clients at the Anne Arundel County Drug Court.
- Continue to send men and women to long-term treatment programs.
- Continue to send men and women to detox and short-term treatment programs.

- Continue to transition folks from treatment into recovery houses and sober living programs.
- Provide food/clothing/furniture for community residents in need.
- Continue to develop the “Women of Grace” project in the Eastport and Harbour House communities meeting is was held on thurs August 10 th at the Rosalie E. Mitchell Community Center.
- Turned in a gun from off the streets to the annapolis city police station.
- Started our summer camp School On Water June 20 to August 17, 2017 for our children from our community range in ages 7-13 our camp consist of forty-two children. Our camp is held on monday-wednesday we take the kids on field trips.
- Would like to schedule a meeting with the mayor to come to the stanton center and talk to people in the community.
- Would like to set a meeting with the chief of police.

